



**Minutes of a Meeting of the Peninsula Recreation Commission  
Held Thursday, June 28, 2018, in the Boardroom, 1885 Forest Park Drive,  
North Saanich, BC**

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**Present:** **Commissioners:** W. Ruffle (Chair), H. Gartshore (Vice Chair), T. Chad, T. Daly, N. Paltiel (7:03), S. Price, R. Windsor  
**Staff:** R. Lapham, Chief Administrative Officer; L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; M. Curtis, Manager of Facilities and Operations; V. Leigh-Dorin, Manager of Administrative Services; K. Enderud, Fitness, Weights and Rehabilitation Coordinator; S. Asdal (recorder)  
**Absent:** A. Finall, B. Losie

The meeting was called to order at 7:01pm.

**1. Approval of Agenda**

**MOVED** by Commissioner Chad, **SECONDED** by Vice Chair Gartshore,  
That the agenda be approved.

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by Commissioner Chad, **SECONDED** by Vice Chair Gartshore,  
That the minutes of the May 24, 2018 meeting be adopted.

**CARRIED**

N. Paltiel entered the meeting at 7:03pm.

**3. Chair's Remarks**

Chair Ruffle remarked on the following:

- Panorama Recreation received great support from volunteers in hosting the International Tennis Federation Women's Tennis Championships held June 14-24. The event was well covered by the media. Chair Ruffle showed a video of CHEK News' coverage of the event.
- The Play in the Park launch party is July 5 at Pioneer Park from 5:30-8:30pm; commissioners are invited.
- A staff event will be held July 6; commissioners are invited. The Commission requested that an email be sent to commissioners with details.

**4. Presentations/Delegations:** There were none.

**5. Commission Business**

**a) Tall Tree Integrated Health Centre Review Report**

K. Enderud provided an overview of the report.

**MOVED** by Commissioner Daly, **SECONDED** by Commissioner Chad,  
That the report be received for information.

**CARRIED**

**b) Facility Rental Fee Adjustment Requests Report**

M. Alsdorf provided an overview of the report.

**MOVED** by Commissioner Chad, **SECONDED** by Commissioner Price,  
That waiving facility rental fees as outlined in Table 1 be approved.

**CARRIED**

**c) Maintenance Update Report**

M. Curtis provided an overview of the report. The Commission discussed the following topics:

- The cost of the energy recovery study and the estimated date of completion
- Possible feedback from the public regarding cellular infrastructure

**MOVED** by Commissioner Chad, **SECONDED** by Commissioner Paltiel,  
That the report be received for information.

**CARRIED**

**d) Budget Process – Verbal Report**

L. Brewster advised that the budget process is different this year due to it being an election year. There is no change in the requisition and the provisional budget will be sent to the Committee of the Whole in early September for preliminary approval. It will not come back to the Commission and will be finalized in March. An overview of the budget will be provided to the Commission in January. There are new items in the capital reserve reflecting the CRD's climate change priorities.

**MOVED** by Commissioner Price, **SECONDED** by Commissioner Paltiel,  
That the report be received for information.

**CARRIED**

**e) Manager of Administrative Services Position – Verbal Report**

L. Brewster advised that Val Leigh-Dorin, Manager of Administrative Services, is retiring effective September 5, 2018. Val was thanked for her outstanding service and will be missed by both patrons and staff. The position is currently posted.

**MOVED** by Commissioner Paltiel, **SECONDED** by Commissioner Chad,  
That the report be received for information.

**CARRIED**

**6. New Business:** There was none.

**7. Motion to Close the Meeting**

**MOVED** by Commissioner Chad, **SECONDED** by Commissioner Price,  
That the Commission close the meeting in accordance with the Community Charter Part 4,  
Division 3, Section 90 (1) (e) the acquisition, disposition or expropriation of land or  
improvements, if the Commission considers that disclosure could reasonably be expected to  
harm the interests of the Board.

**CARRIED**

The Commission moved to the closed session at 7:29pm.  
The Commission rose from the closed session and reported at 8:12pm.

**8. Rise and Report**

**a) Lease Renewal with District of North Saanich for Panorama Recreation Centre**

The Commission reported that it has directed the CRD Chief Administrative Officer and the  
General Manager of CRD Parks and Environmental Services to attend a meeting with the  
Chief Administrative Officer of the District of North Saanich to explore options for a renewal  
and to secure the interests of the Commission with respect to the lease.

**9. Adjournment**

**MOVED** by Commissioner Price, **SECONDED** by Commissioner Daly,  
That the meeting be adjourned at 8:12pm.

**CARRIED**

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CHAIR

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RECORDER